

**LOK SABHA SECRETARIAT**  
**(GENERAL PROCUREMENT BRANCH)**

FAX: 23010756

PARLIAMENT HOUSE ANNEXE  
NEW DELHI-110 001

Ref. No. LAFEAS-GPB020(12)/48/2022-GPB

Dated: 04.08.2022

From

Shalini Nayyar  
Executive Officer

To

All Concerned

Subject: Sharpening of blades and other tools available in Lok Sabha Secretariat.

Dear Sir/Madam,

Lok Sabha Secretariat requires services to sharpen blades and other tools used for the functioning of Heavy Duty Machines on regular basis. The firms having their offices at Delhi / NCR and holder of GST Number may quote the rate as per the format given below:

Sl. No.	Name of Tools	Qty.	Offer Rate	% of GST
1.	Paper Cutting Machine Blades - 52"	10 Nos.		
2.	Scissor - 12"	20 Nos.		
3.	Board Kin	20 Nos.		
4.	Knife	20 Nos.		

2. The quantity mentioned is tentative. Number of the above may be increased.
3. Rates should be quoted on F.O.R. basis (Free delivery at site) and should be valid for **one year** from the date of awarding the order.
4. On award of contract/order, the selected firm is bound to tender service within 3 working days, otherwise action may be initiated against the firm.
5. Quotation may be submitted by hand in Room No. 408, 4<sup>th</sup> Floor, Parliament House Annex, New Delhi - 11 00 01 **by 12.08.2022 upto 1600 hrs.** addressed to the Executive Officer, General Procurement Branch.

*Shalini*  
*4/8/22*

**(SHALINI NAYYAR)**  
**EXECUTIVE OFFICER**  
**PHONE NOS. 23034408/4410**